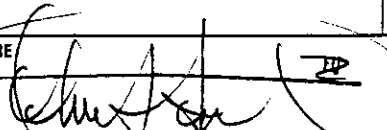
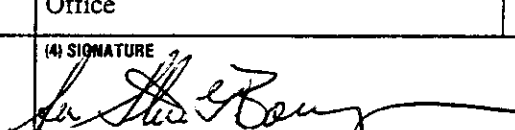


# SUPPORT AGREEMENT

1. AGREEMENT NUMBER (Provided by Supplier) WC1SH3- 00252-405		2. SUPERSEDED AGREEMENT NO. (If this replaces another agreement) WC1SH3-91226-405		3. EFFECTIVE DATE (YYYYMMDD)		4. EXPIRATION DATE (May be "Indefinite") Indefinite	
5. SUPPLYING ACTIVITY				6. RECEIVING ACTIVITY			
a. NAME AND ADDRESS U.S. Army Alaska ATTN: APVR-RRM-DRIS 600 Richardson Drive #6200 Fort Richardson, Alaska 99505-6200				a. NAME AND ADDRESS Defense Reutilization and Marketing Office P.O. Box 35028 Fort Wainwright, Alaska 99703-0028			
b. MAJOR COMMAND W8ON69				b. MAJOR COMMAND SC4400			
7. SUPPORT PROVIDED BY SUPPLIER							
a. SUPPORT (Specify what, when, where, and how much)				b. BASIS FOR REIMBURSEMENT		c. ESTIMATED REIMBURSEMENT	
<p>See Attached Support Category, Programs and POC Matrix Beginning page 3.</p> <p>Custodial Services: Facility maintenance and Minor Repair: Refuse Collection:</p> <p>Utilities:</p> <p>Estimated reimbursable cost for this agreement</p>				<p>Square footage assigned area. Actual Cost of project. Cubic yards at prevailing contract rates. Metered or Sq. Ft. Calculated at the "A" Rate</p>		<p>\$ 15,689.00 \$ 20,099.00 \$ 8,798.00 \$ 72,759.00 \$117,345.00</p>	
ADDITIONAL SUPPORT REQUIREMENTS ATTACHED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO							
8. SUPPLYING COMPONENT				9. RECEIVING COMPONENT			
a. COMPTROLLER SIGNATURE KEVIN J. KEHOE, BTO SR, DRM		b. DATE SIGNED 19 Jul 00		a. COMPTROLLER SIGNATURE Cheryl A. Gilbert		b. DATE SIGNED 8/3/00	
c. APPROVING AUTHORITY				c. APPROVING AUTHORITY			
(1) TYPED NAME MICHEAL W. FULLER, COL, GS, Chief of Staff				(1) TYPED NAME DAVID STACEY, MGR, NORTHWEST ZONE			
(2) ORGANIZATION US Army Alaska, Ft Richardson, Alaska		(3) TELEPHONE NUMBER (317) 384-2180		(2) ORGANIZATION Defense Reutilization and Marketing Office		(3) TELEPHONE NUMBER (253) 966-3182	
(4) SIGNATURE 		(5) DATE SIGNED 8 SEP 00		(4) SIGNATURE 		(5) DATE SIGNED 8/4/00	
10. TERMINATION (Complete only when agreement is terminated prior to scheduled expiration date.)							
a. APPROVING AUTHORITY SIGNATURE		b. DATE SIGNED		c. APPROVING AUTHORITY SIGNATURE		d. DATE SIGNED	

**11. GENERAL PROVISIONS** (Complete blank spaces and add additional general provisions as appropriate: e.g., exceptions to printed provisions, additional parties to this agreement, billing and reimbursement instructions.)

- a. The receiving components will provide the supplying component projections of requested support. (Significant changes in the receiving component's support requirements should be submitted to the supplying component in a manner that will permit timely modification of resource requirements.)
- b. It is the responsibility of the supplying component to bring any required or requested change in support to the attention of See Page 6, Para 15 prior to changing or cancelling support.
- c. The component providing reimbursable support in this agreement will submit statements of costs to: See Page 8, Para 5
- d. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as legislation, DoD directives, and commercial utility rate increases. The receiver will be notified immediately of such rate changes that must be passed through to the support receivers.
- e. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.
- f. In case of mobilization or other emergency, this agreement will remain in force only within supplier's capabilities.

ADDITIONAL GENERAL PROVISIONS ATTACHED:



YES



NO

**12. SPECIFIC CONDITIONS** (As appropriate: e.g., location and size of occupied facilities, unique supplier and receiver responsibilities, conditions, requirements, quality standards, and criteria for measurement/reimbursement of unique requirements.)

ATTACHMENTS TO ISA 405	DESCRIPTION	PAGE NO#
Attachment I	Support Category, Program Director, and POC Matrix	3
Attachment II	Standard Provisions	5
Attachment III	Distribution List	7
Attachment IV	Financial Provisions	8
Attachment V	Specific Provisions	11
Attachment VI	Cost Calculations	50
Attachment VII	Environmental Institutional Control	55

ADDITIONAL SPECIFIC PROVISIONS ATTACHED:



YES



NO

PD	Responsible Activity & Support Category	Svc No	Basis of Reimbursement	Non-reimb Cost	Reimbursable Cost	POC	Phone No	ISA Page No
G4	<b>Director of Logistics (DOL)</b>							
	Equipment Maintenance	a27	Contract cost and/or in-house parts and labor			Maintenance	384-2419	11
	Equipment Maintenance, Repair and Calibration (AMC)	a27	Contract cost and/or in-house parts and labor			Maintenance	353-1633	13
	Petroleum Retail	a24	Actual cost of purchase or services			Petroleum Branch	384-1843	14
	Transportation Services:						353-2662	
	a. GSA Vehicle Support	a28	Lease, mileage and maintenance cost; and actual cost of damages			Chief	384-1805	15
						Motor Transportation	384-1432	16
	b. Freight	a28	Civilian overtime labor			In/Out Bound	384-1808	16
	c. Passenger Travel	a28	Civilian overtime labor			Travel	384-1810	16
	d. Personal Property Shipment	a28	Civilian overtime labor			Transportation	384-1814	16
G6	<b>DOIM/59th Signal Battalion</b>							
		a28	Non-reimbursable			Motor Transportation	353-6757	17
	Automated Data Processing Services	a18 a19	Actual cost for output, run time, and disk space			59th Signal	384-0146	18
	Automation Equipment Repair and Maintenance	a27	Contract cost and/or in-house parts and labor			59th Signal	384-0117	20
	Mail Service	a17	Non-reimbursable			Mail and Distribution	353-7005	21
	Message and Data Processing	a15	Actual cost for user unique requirements			TCC	353-6898	22
	Postage Service (Mail)	a17	Actual cost			Mail and Distribution	384-2231	23
	Telephone System Management	a15	Long distance and incremental charges			Telephone Maintenance	353-6898	24
							384-0173	
DPW	<b>Directorate of Public Works (DPW)</b>							
	Common Use Facility Construction, Operations, Maintenance and Repair	a40 a41	Non-reimbursable			Customer Service Operations	384-3177	25
	Custodial Services	a57	Sq. Ft. of assigned building or space		\$15,689.00	Contracting	353-7192	26
	Entomology Services; Indoor and Outdoor Pest Control		Reimbursable above base level support			Representative	384-1824	27
	Environmental Cleanup	a65	Actual cost per incident			Entomology Operations Pest Control	353-6243	28
	Environmental Compliance	a66	Actual cost of cleanup and training tuition cost			Environmental	384-2990	30

PD	Responsible Activity & Support Category	Svc No	Basis of Reimbursement	Non-reimb Cost	Reimbursable Cost	POC	Phone No	ISA Page No
<b>DPW Directorate of Public Works DPW (Cont'd)</b>								
	Facility Construction and Major Repair		Actual cost of project			Project Management Operations	384-3008 353-6243	32
	Facility Maintenance and Minor Repair	a31 to a39	Actual cost of project		\$20,099.00		384-0098 353-6296	34
	Fire Protection a. Routine b. Special requirements c. Maintenance of Fire Extinguishers (discharged for other than to put out fires)	a68	a. Non-reimbursable b. Actual cost c. Actual cost when discharged for other than fire suppression			Fire Chief	384-0774 353-6485	37
	Refuse Collection and Disposal	a60	Cubic yards at prevailing contract rate		\$8,798.00	Road/Ground Operations	384-1717 353-6296	39
	Utilities: a. Electric b. Other (such as gas)	a44 a45 a46 a47 a48	Metered or Sq. Ft., Calculated at the "A" rate		\$72,759.00	Utility Engineer	384-3519 353-7422	40
<b>Other Units/Program Directors</b>								
PM	Provost Marshall							
	a. Law Enforcement Services b. Physical Security c. Vehicle/Weapons Registration	a77 a78	a. Non-reimbursable b. Special requirements c. Special requirements			Law Enforcement	384-0825 353-7886	41
CPAC	Civilian Personnel Advisory Services: (Appropriated and Non-appropriated Fund Personnel, Personnel Training Services)		Tuition cost for training			Personnel Director	384-1361 353-7201	43
	Community Services	a10	Non-reimbursable			DCA Director	384-1502	44
	Substance Abuse Program	a09	Non-reimbursable			ADAPCP	384-1417 353-1377	45
DOC	Purchasing and Contracting Services	a75	Direct incremental costs attributable to Receiver			Procurement Analyst	384-7358	46
EEO	Equal Employment Opportunity (EEO) Services	a92	Direct incremental costs attributable to Receiver			EEO Office	384-2080 353-9063	47
Safety	Safety and Occupational Health	a95	Off-post inspections based on sq. ft., to include travel and per diem			Director	384-2329 353-7412	48
SJA	Administrative and Civil Law	a79	Non-reimbursable			SJA	384-0420 353-6534	49
					<b>ISA Total</b>	<b>\$117,345.00</b>		

**Standard Provisions**

1. The purpose of this Interservice Support Agreement (ISA) is to establish guidelines and procedures for providing administrative and logistical support to Defense Reutilization and Marketing (DRMO), hereafter referred to as the Receiver, by U.S. Army Alaska (USARAK), hereafter referred to as the Supplier. The support addressed in this ISA is provided by USARAK command elements at Forts Richardson, Wainwright, and Greely Alaska in coordination with, and subsequent to, the approval of the Receiver. Contested matters of support addressed within this ISA will be referred to the respective higher headquarters for disposition and further direction.

2. This ISA is authorized and written in accordance with (IAW) DoDI 4000.19, AR 5-9, AR 37-60, Defense Finance and Accounting Service-Indianapolis Regulation 37-1 and USCINCPACINST 4000.2N. Any USARPAC supplements to these Army regulations also apply.

3. **Receiver's mission:** To maximize benefit to the American taxpayer by marketing property the U.S. military no longer needs. The quantity of surplus property continues to grow as the military continues its realignment. To save the taxpayers money by permitting government agencies and certain non-profit organizations to obtain property for reuse free of charge, often eliminating the need to buy new property. Property that is not requisitioned in this way is sold to private companies and individuals, usually in sealed bid auctions.

4. Review the financial provisions of this agreement annually, or as requested by either the Supplier or Receiver. Review the specific provisions triennially, or as requested by either the Supplier or Receiver.

NOTE: Although the DODI requires that costs be reviewed annually to ensure continued accuracy of estimated reimbursements, limiting factors may preclude accomplishment. In such case, inflation rates designated within the DoD Comptroller's Annual Inflation Guidance will be applied to any estimated costs within the ISA.

5. Receiver maintains exclusive use of their assigned portion of building(s), T-5003, T-5007, T-5008, T-5009, T-5010, and T-5011. Current Real Estate Permit is DACA85-4-78-51 and will be revised/deleted/rewritten accordingly. The permit will be currently assigned buildings at current gross square footage. Receiver maintains exclusive use of any facility or portion thereof, financed by, or constructed for/by Receiver. Control of facilities reverts to USARAK when no longer required by Receiver and Receiver notifies Supplier.

6. Receiver will report all violations or suspected violations of security to the DPTSM, Security Division @ 384-2208. This responsibility includes incidents falling within the purview of DoD Reg 5200.1-R, AR 380, AR 381, and AR 604 Series.

7. Receiver personnel will abide by all post and installation regulations, directives, and policies, to include postal, fire, safety, security, and similar administrative procedures

8. Should the Receiver fail to accept full quantity of reimbursable support provided for herein, the Supplier will make reasonable efforts to absorb and/or redistribute excess supplies or services. If redistribution or absorption cannot be accomplished, the Receiver shall reimburse (Supplier) for any realized loss to the Supplier.

**Standard Provisions**  
(Continued)

9. Any contracts initiated by the Receiver or Receiver agency which has potential impact on the maintenance, repair, and/or modification of any real property owned or controlled by USARAK must first be reviewed by the Directorate of Public Works, then receive prior written approval of the Garrison Commander and/or Post Commander of the respective installation. (This provision includes contracts for utilities, refuse collection/disposal, etc.) The Receiver or Receiver agency is responsible for all costs, expenses and damages resulting from such a contract unless the Post Commander provides prior written relief from such responsibility.

10. If the Receiver requires available service(s) not addressed within this agreement, the Receiver may submit a DD Form 448 (Military Interdepartmental Purchase Request) to the applicable budget office of the organization providing such service(s). If service(s) is/are required on a recurring basis (at least once annually), the Receiver will submit a written request to incorporate the additional service(s) into this agreement. Submit request to U.S. Army Alaska, Directorate of Logistics, Defense Regional Interservice Support (DRIS) Office, ATTN: APVR-RRM-DRIS 600 Richardson Drive #6200, Fort Richardson, Alaska 99505-6200

11. Services are provided during posted hours of operation. Services shall be equal to those provided the Supplier's own military force; and within established standards and guidelines.

12. Services offered by other agencies located within close proximity of USARAK Command elements include: Printing by the Defense Automated Printing Service, Defense Finance and Accounting Service by the Defense Military Pay Office, Medical services by US Army Medical Activity.

13. This agreement will remain in effect during implementation of OPLANS to the best ability of the Supplier.

14. Receiver point of contact:  
Chief, Defense Reutilization and Marketing Office  
MS 41, Box 339500  
ATTN: Mr. Steven G. Bowyer  
Fort Lewis, WA 98433-9500  
Phone: (253) 966-3182 Fax: (253) 967-2049/8375

15. Supplier point of contact:  
U.S. Army Alaska  
Director of Logistics  
ATTN: APVR-RRM-DRIS  
600 Richardson Drive, No #6200  
Fort Richardson, Alaska 99505-6200  
Phone: (907) 384-7094 Fax: (907) 384-6122  
AK Defense Service Network (DSN) Access Code: 317

Distribution List

1 - USARPAC, ATTN: APLG-PM, Fort Shafter, HI 96858-5100  
1 - DFAS Honolulu Operating Location, ATTN: DFAS-PC/AOAA, Ford Island, Pearl Harbor, HI 96860-7553  
1 - CPOC  
1 - 172 SIB APVR-WLB-CO  
1 - Garrison Cdr FRA APVR-RGC (FRA)  
1 - Post Cdr APVR-RPC (FRA)  
1 - 59th Sig Bn AFSP-AAO-FD  
1 - ALEC APVR-RLE-SM  
1 - DPW APVR-RPW  
1 - DOL APVR-RDL  
1 - DRM APVR-RRM  
1 - DRM APVR-RRM-BB  
1 - DCA APVR-RCA  
1 - DPTSM APVR-RPTM  
1 - DOC APVR-RDOC  
1 - Inst Chap APVR-CH  
1 - IG APVR-RIG  
1 - SJA APVR-RJA  
1 - PAO APVR-RPO  
1 - Safety APVR-RDZ  
1 - IRA APVR-RIR  
1 - EEO APVR-REEO  
1 - CPAC APVR-RCP  
1 - AG APVR-RAG  
1 - Post Cdr APVR-WPC (FWA)  
1 - Post Cdr APVR-GPC (FGA)

Cheryl A. Gilbert, Management & Program Analyst, Northwest Zone  
Defense Reutilization and Marketing Office (DRMO)  
MS 41, Box 339500, Ft Lewis, WA 98433-9500  
Phone: (253) 967-9997, Fax: (253) 967-8375

Steven G. Bowyer, Chief, Reutilization and Marketing Office (DRMO)  
MS 41, Box 339500, Ft Lewis, WA 98433-9500  
Phone (253) 966-3182, Fax: (253) 967-2049/8375

**Financial Provisions**

1. The Receiver will provide a DD Form 448 [Military Interdepartmental Purchase Request (MIPR)] to the Supplier for any required support. The MIPR will reflect a complete accounting classification to be charged; and it will include a point of contact and telephone number. The Receiver and Supplier will verify annually that a correct Bill-To address is on record with the Defense Finance Accounting Service (DFAS).
2. The Supplying activities will forward a DD Form 448-2 (Acceptance of MIPR) to the Receiver acknowledging a commitment to provide any requested support.
3. Mission-unique, above-base level of support is reimbursable and is charged IAW DA policies for the current and future fiscal years. NOTE: During the next two to four years, numerous installation functions will be under A-76 studies, resulting in possible conversion to contracts. If future services convert to contractual arrangements, charges identified within this agreement will be IAW applicable contract terms and costs.
4. Billings are processed at close of each month by the Defense Finance Accounting Service, Honolulu-Operating Location, Ford Island, Pearl Harbor, Hawaii. Billings are processed under cross disbursing procedures [Transactions By Others (TBO)/Transactions For Others (TFO)]. This self-reimbursement (no check drawn) procedure is IAW DFAS-IN Reg 37-1. The Voucher for Transfer between Appropriations and/or Funds (and substantiating documents) will cite the applicable MIPR number, and will be forwarded to the Receiver's Bill-To address as reflected in paragraph 5 below.

5. Receiver's DODAAC: SZ363D; UIC: 00JH4Z

Receiver's Bill-To address is:

Defense Reutilization and Marketing Office (DRMO)  
MS 41, Box 339500  
Fort Lewis, WA 98433-9500

6. Supplier's Accounting Office address is:

Defense Finance Accounting Service  
Honolulu-Operating Location  
ATTN: DFAS-PC/AOAA  
Building 77, Box 1392  
Ford Island, Pearl Harbor, HI 96860-7553

7. Receiver will utilize:

<u>Bldg #</u>	<u>Sq. Ft.</u>	<u>Category Code</u>	<u>Real Estate Permit No.</u>	<u>Location</u>
T-5003	6,400	442-20	TBD	FWA
T-5007	6,472	442-40	TBD	FWA
T-5008	14,607	442-20	TBD	FWA
T-5009	1,392	846-10	TBD	FWA
T-5010	18,040	135-10	TBD	FWA
T-5011	700	141-80	TBD	FWA
Y	450		TBD	FWA
Z	450		TBD	FWA



Financial Provisions  
(Continued)

NOTE: Building Y and Z are temporary, wood and aluminum-side sheds positioned on concrete pads. Building Y stores reactive waste and building Z stores oxidizer materials. No utilities are utilized or necessary in these buildings.

NOTE: Receiver shall obtain written authorization and acquire approval from the DPW prior to changing usage of any facility, either whole or in part. Receiver will not acquire additional facility space on the installation (or relinquish space to another Receiver or unit) without prior written approval and coordination by the DPW. When facilities are no longer required, control reverts to USARAK. (This pertains only to Army-owned facilities.)

8. Manpower of activity supported:

<u>FRA</u>	<u>FWA</u>	<u>FGA</u>	<u>TOTAL</u>	
0	8	0	8	Civilians
				Total

9. Costs of civilian labor is subject to an additional charge of 25.3% to cover cost of benefits and 25% for COLA when General Schedule (GS) employees are utilized. Contract labor is charged at contract cost. Overtime labor must be authorized in advance, and is charged at prevailing rates.

10. Reimbursement estimates are based on fiscal year (FY) 99 cost summaries and/or estimated consumption figures. If a more accurate determinant exists it is used. Support provided through contractual arrangements is charged at the contracted rate. Price for supplies is derived from standard price lists or equivalent guidance.

11. Reimbursements are charged IAW applicable DA policies. As reimbursable charges (reflected in paragraph 12) are based upon estimates at the time of this writing, MIPR amounts may increase annually due to current year costs, special Receiver requirements, or in cases where categories are but partially reimbursable. Overestimated charges will be refunded to the Receiver through the MIPR process within the applicable fiscal year.

**Financial Provisions**  
(Continued)

12. Submit MIPRs (or other mutually agreed upon Non-DoD funding documents) to the supplying activities as follows:

<u>Activity</u>	<u>Categories (Services)</u>	<u>Amount</u>
U.S. Army Alaska	Automated Data Processing Services	
59th Signal Battalion	Automation Equipment Repair and Maintenance	
ATTN: AFSP-ASD	Mail Service	
600 Richardson Drive #7100	Message and Data Processing	
Fort Richardson, Alaska	Postage Services (Mail)	
99505-7100	Telephone System management	
	<b>TOTAL MIPR AMOUNT:</b>	\$ _____
U.S. Army Alaska	Civilian Personnel Services	
Directorate of	(Training Course Fee)	
Community Activities	(EEO Complaint Processing)	
ATTN: APVR-RCA-RMA	Education Services	
Headquarters Loop	Mortuary Services	
Fort Richardson, Alaska	Provost Marshall	
99505-6600	Provost Marshall (Special Requirements)	
	Technical and Legal Libraries	
	<b>TOTAL MIPR AMOUNT:</b>	\$ _____
U.S. Army Alaska	Equipment Maintenance	
Directorate of Logistics	Equipment Maintenance, Repair and Calibration	
ATTN: APVR-RDL-AB	Petroleum Retail	
977 Davis Highway	Transportation Services	
Fort Richardson, Alaska		
99505-7000		
	<b>TOTAL MIPR AMOUNT:</b>	\$ _____
U.S. Army Alaska	Police Service	
Provost Marshal	Security (special requirements)	
ATTN: APVR-RLE-UPM		
600 Richardson Drive, #7200		
Fort Richardson, AK		
99505-7200		
	<b>TOTAL MIPR AMOUNT</b>	\$ _____
U.S. Army Alaska	Common Use Facility Construction	
Directorate of Public Works	Operations, Maintenance and Repair	
ATTN: APVR-RPW-BMF	Custodial Services	15,689.00
730 Quartermaster Road	Entomology Services	
Fort Richardson, Alaska	Environmental Cleanup	
99505-6500	Environmental Compliance (Training)	
	(Hazardous Waste)	
	Facility Construction and Major Rpr	
	Facility Maintenance and Minor Rpr	20,099.00
	Fire Protection	
	Refuse Collection and Disposal	8,798.00
	Utilities:	
	Electric	41,317.00
	Fuel Oil	31,442.00
	<b>TOTAL MIPR AMOUNT</b>	<b>\$117,345.00</b>

Directorate of Logistics

EQUIPMENT MAINTENANCE

**SUPPLIER WILL:** Maintain and repair of equipment utilized by the Receiver. Perform repairs either by qualified in-house personnel or contract personnel. Perform repairs during other than normal duty hours when funded for overtime.

Provide DS/GS maintenance support for government owned armament equipment (e.g., artillery, mortars, small arms, and fire control systems).

Provide maintenance (DS/GS) support for government owned electronic equipment.

Provide GS with backup DS maintenance support for government owned tactical equipment.

Provide GS with backup DS maintenance support for government owned construction equipment.

Provide GS with backup DS maintenance support for government owned support equipment (e.g., compressors, pumps, air conditioners, generators, fuel bladders).

Provide oil analysis.

Provide various fabrication services (e.g., milling, welding).

Provide vehicle/equipment component repair.

Provide GS with backup DS maintenance support for government owned tentage/clothing equipment. (Fort Richardson does not have capability.)

Provide locksmith services.

Provide all services (listed above) as requested and with Supplier capabilities.

**RECEIVER WILL:** Provide to the DOL Maintenance Division a letter or memorandum that lists all equipment that may require maintenance. NOTE: Submit letter annually. The list will include type of item, manufacturer, model number, serial number, and any other appropriate data.

Initiate and submit work requests to the appropriate office. Cite the last 3 digits of ISA number on all work requests.

Provide Signature Cards (DA Form 1687) to appropriate maintenance offices identifying personnel authorized to submit work requests.

Provide equipment density lists to each appropriate office. Update the list as equipment changes occur.

Deliver item(s) in need of repair to the designated maintenance facility on Fort Richardson.

Deliver DOL type maintenance items located at Fort Greely to the ADOL for transmittal to Fort Wainwright.

Directorate of Logistics

EQUIPMENT MAINTENANCE  
(Continued)

Report maintenance complaints (i.e. untimely service or poor quality work) to the Quality Assurance Office, Maintenance Division, DOL (FRA) or to ADOL Maintenance Branch, Quality Assurance Section (FWA).

Submit Military Interdepartmental Purchase Requests (MIPR) to the DOL Budget Office when requesting reimbursable work performance.

Comply with Supplier's regulations and directives.

POC: FRA, DOL, Maintenance Division, 384-2419; Quality Assurance, 384-2419  
FWA, ADOL, Maintenance Branch, 353-1633/6610; Quality Assurance, 353-1631

Basis for reimbursement:

Reimbursable; actual cost for shop rates/parts or contractor cost

Directorate of Logistics

EQUIPMENT MAINTENANCE, REPAIR AND CALIBRATIONS (AMC)

**SUPPLIER WILL:** Provide maintenance and repair of equipment utilized by the Receiver. **NOTE:** Repairs are generally performed by qualified in-house personnel or through contractual arrangements.

Provide calibration service through a separate agreement between Elmendorf AFB and AMC and 74th Maintenance Battalion. Provide TMDE services (at Fort Wainwright) through agreement between AMC and USARAK (2d Maintenance Battalion).

**RECEIVER WILL:** Provide to the DOL Maintenance Division a letter or memorandum listing all equipment which may require maintenance. **NOTE:** Provide the list annually. The list will include type of item, manufacturer, model number, serial number, and any other appropriate data.

Initiate and submit to appropriate office work requests citing the last 3 digits of ISA number.

Provide Signature Cards (DA Form 1687) to appropriate maintenance offices identifying the names of personnel authorized to submit work requests.

Provide equipment density lists to each appropriate office. Update the list as equipment changes occur.

Deliver items needing repair to the designated maintenance facility on Fort Richardson.

Deliver DOL type maintenance items located at Ft. Greely to the ADOL for transmittal to Fort Wainwright.

Report maintenance complaints (untimely service or poor quality work) to the Quality Assurance Office, Maintenance Division, DOL (FRA), or to ADOL Maintenance Branch, Quality Assurance Section (FWA).

Submit Military Interdepartmental Purchase Requests (MIPR) to the DOL Budget Office when requesting reimbursable work performance.

Comply with Supplier's regulations and directives.

**POC:** FRA, Maintenance Div, 384-2419; Quality Assurance, 384-2419  
FWA, Maintenance Div, 353-1633; Quality Assurance, 353-1631

**Basis for reimbursement:**

Reimbursable, actual cost of shop rates/parts or contract cost

Directorate of Logistics

PETROLEUM RETAIL BRANCH

**SUPPLIER WILL:** Establish an account for issue of retail petroleum products [MOGAS and diesel; bulk and/or service station fuel]. Provide service station fuel through use of a key system.

Provide retail petroleum products, MOGAS and diesel within capability.

Submit Receiver's charges to the DOL billing office monthly. *NOTE:* Accounts will not support fuel requirements for General Service Administration (GSA) vehicle support obtained through the TMP office, Transportation Division. GSA vehicles loaned through the TMP office are fueled by a GSA account, which is processed through the TMP and billed by GSA methods.

**RECEIVER WILL:** Comply with applicable DA and USARAK regulations and directives for obtaining bulk petroleum products and retail fuel for GSA leased vehicles.

Establish an account with the POL office. Identify if account is to be bulk fuel and/or service station fuel.

Maintain current DA Form 1687 (Notice of Delegation of Authority-Receipt of Supplies) specifying personnel authorized issue and receipt of bulk fuel products.

Comply with U.S. Government National Credit Card (SF Form 1490 procedures to purchase petroleum products and retail fuel for GSA leased vehicles.

Submit a DD Form 448 [Military Interdepartmental Request (MIPR)] to DOL Budget itemizing requested product(s).

**POC:** FRA, DOL Budget, 384-7019  
FRA, Petroleum Branch, 384-1843  
FWA, 353-2662  
FGA, 873-4496

**Basis for reimbursement:**

Reimbursable; actual cost of purchases/services

Directorate of Logistics

**TRANSPORTATION SERVICES**

**General Services Administration (GSA) Vehicles-Receivers**

**SUPPLIER WILL:** Provide GSA non-tactical vehicles as needed and justified for one-time requirements. Provide drivers/operators for GSA non-tactical vehicles.

**NOTE 1:** If vehicles are required for recurring dispatch and/or permanent assignment, it is recommended that the Receiver develop their own contract with GSA. **NOTE 2:** The number of drivers/operators is dependent upon the number of vehicles required to transport personnel and/or items being moved. Supplier will not provide drivers for vehicles weighing less than 5 tons, or for vehicles with a seating capacity of less than 24 passengers.

**RECEIVER WILL:** Reimburse Supplier for costs incurred in repairing damages not due to fair, wear and tear.

Comply with Supplier's guidance and directives.

**NOTE:** Only authorized, qualified, and properly licensed personnel can operate vehicles. **Government vehicles are for "Official Use Only"**. Repairs must be requested and processed through the GSA contract.

**POC:** FRA, Transportation, 384-1432  
FWA, 353-6757  
FGA, 873-4581

**Basis for reimbursement:**

Reimbursable; lease, mileage and maintenance, operator/driver cost; and for actual cost of damage as stated on the billing documents received from GSA

Directorate of Logistics

TRANSPORTATION SERVICES  
(Other than GSA Vehicles)

SUPPLIER WILL: Provide complete passenger travel service IAW appropriate regulations.

Provide movement of personal property and privately owned vehicles IAW appropriate regulations.

Provide freight movement services on request IAW appropriate regulations.

RECEIVER WILL: Provide Travel Orders for all official travel. Ensure that Travel Orders reflect chargeable fund code.

Furnish appropriate documentation for shipping/receiving of freight. Provide funding documentation as appropriate.

Comply with Supplier's guidance and directives. Comply with related directives and instructions. Furnish appropriate documentation to ship/receive personal property.

POC: FRA, Transportation, 384-1831  
FWA, 353-1115  
FGA, 873-1124

Basis for reimbursement:

Reimbursable; civilian overtime labor costs



Directorate of Logistics

TRANSPORTATION SERVICES  
Shuttle Services

SUPPLIER WILL: Provide shuttle bus service within capability. NOTE: Shuttle service is currently limited to Forts Wainwright and Greely on Monday through Friday. Shuttle service is not available on holidays.

RECEIVER WILL: Comply with the Supplier's regulations and directives.

POC: FWA, Transportation, 353-6757  
FGA, 873-1124

Basis for reimbursement:  
Non-reimbursable

DOIM/59th Signal

**AUTOMATED DATA PROCESSING SERVICES**

**SUPPLIER WILL:** Monitor and maintain networks down to the entry into the Wide Area Networks. Administer and manage User Ids, passwords and local access profiles. Ensure compliance with DoD and DFAS security requirements. Review and document security incidents or violations.

**Operations of Hardware and Systems Software:** Operate and maintain a stable hardware and software environment; coordinate and implement system software changes; provide for the backup of all data files with each system. Provide a physically secure operations environment.

**Computer Input:** Receive, edit and combine data input into appropriate cycles. Verify the completion of remote scheduled transmissions of input data; furnish assistance in the scheduling and transmission of input data from remote sites; provide input parameter information.

**Computer Output:** Provide output via telecommunications lines; on-line print viewing; detailed instructions for output processing and distribution requirements. Maintain authorized list of persons who may receive and sign for output and ensure special form requirements are included in the application documentation or job control language. Provide alternative media for hardcopy output. Furnish a central area of the distribution of output.

**Production Control:** Set up and initiate regularly scheduled tasks to meet the mutually agreed to time frames. Provide a schedule of processing requirements, determine priorities within an application and advise of anticipated changes in processing schedules as far in advance as possible.

**Contingency:** Maintain backup copies of host-site resident system software, application software, job control language, data files, support files and applicable documentation. Notify the customer in the event that a contingency plan must be implemented. Establish and maintain backup support agreements with other processing activities to ensure continuance of customer support.

**Teleprocessing:** Operate and maintain a stable communication hardware and software environment. Provide terminal access availability in accordance with user provided schedules. Monitor telecommunication lines for reliable service; coordinate hardware/software system problem resolution with vendor personnel; provide site preparation and survey in customer's spaces prior to terminal installation; and provide access control to the computer in accordance with information provided by the customer.

**Restart/Recovery:** Provide problem analysis and restart/recovery of application systems. Report and provide solutions, where possible, for application system problems to coordinate problem resolution with interested parties; provide assistance when requested; perform reconstruction and reloading of application files required; apply program or job control language correction in emergency situations following approval of the customer.

**Help Desk:** Provide a help desk that acts as the primary contact between the CNO and the customer. When service problems arise in the area, the Help Desk should be notified as to the customer problem, customer location, type of hardware component involved, application involved and how long the problem has existed. The user serves as an integral part of problem resolution by being able to define the type of problem existing, especially in functional area problems.

DOIM/59th Signal

**AUTOMATED DATA PROCESSING SERVICES**  
(Continued)

Files Management: Ensure the completeness of application files. Guarantee the efficient utilization of the application files. Recommend the placement of application files on mass storage, perform reorganization routines for data files, reload damaged mass storage application files from backup, reconstruct files in accordance with existing documentation, resolve problems concerning the integrity of application files.

Program and System Releases: Inform the customer when new or revised application programs are available for implementation. Ensure that supporting operations documentation is received and acceptable. Establish any necessary system software parameters required for the execution of an application test. Provide functional acceptance/testing for system manager approval; supply deadlines times for the receipt of output; furnish an implementation memorandum and associated required items to the CNO. Maintain and provide to the CNO primary and secondary points of contact list for each application; provide a central coordination contact point on the application level to receive, screen and relay all problems within the activity of the CNO customer support center. Identify required system software parameters in support of an application system; approve and coordinate the implementation of new or modified application programs; perform initial building data files; and implement new/revised program job control language, other changes and mass registration of files provided.

RECEIVER WILL: Comply with Supplier's policies, directives and regulations.

POC: FRA, 59th Signal 384-0146

Basis for reimbursement:

Reimbursable, actual cost based on the amount of output; actual run time and disk space consumed.

DOIM/59th Signal

**AUTOMATION EQUIPMENT REPAIR AND MAINTENANCE**

**SUPPLIER WILL:** Provide maintenance and repair of equipment utilized by the Receiver. Perform in-house repairs by qualified or contracted personnel.

Provide maintenance and repair of office automation equipment.

Provide repair and maintenance of facsimile machine and copiers.

Provide for the maintenance and repair of telecommunication equipment and their components.

Provide services as required and within capabilities.

**RECEIVER WILL:** Comply with Supplier's regulations and directives. Send by letter or memorandum a complete listing each year of all equipment which may require maintenance. (This list should include type of item, manufacturer, model number, serial number, and any other appropriate data.)

Initiate and submit work requests, citing the last 3 digits of ISA number.

Submit DA Form 1687, Signature Cards, to appropriate maintenance offices, citing names of personnel authorized to submit work requests.

Provide equipment density lists to each appropriate office. Update list as equipment changes occur.

Deliver item for repair to the designated maintenance facility on Fort Richardson, as requested or appropriate.

**POC:** FRA, 59th Signal Battalion, 384-0117  
FWA, 353-7005

**Basis for reimbursement:**

Reimbursable; actual cost based on shop rates/parts or contractor cost

DOIM/59th Signal

MAIL SERVICE

SUPPLIER WILL: Provide acceptance, sorting, routing and delivery of incoming and outgoing official mail and distribution.

Provide briefing and instruction on duties and responsibilities of Mail Control Officer.

RECEIVER WILL: Comply with applicable regulations and directives.

POC: FRA, Mail and Distribution Branch, 384-0307  
FWA, 353-6898  
FGA, 873-4447

Basis for reimbursement:  
Non-reimbursable

DOIM/59th Signal

MESSAGE AND DATA PROCESSING

SUPPLIER WILL: Manage all electronic communications. Establish a Receiver support service with features and capabilities of electrical message systems. Provide Defense Service Network (DSN) services for day to day routine message traffic. Develop and implement standards that provide maximum compatibility in information processing when acquiring, using and interchanging equipment, information, software and personnel.

Establish and maintain electronic mail organizational accounts for electronic delivery of DSN unclassified messages and over-the-counter delivery of classified paper and data traffic.

NOTE: Service available 24 hours per day, 7 days per week. Messages are transmitted based on their precedence. Of the five types of precedence (Emergency Command, Flash, Immediate, Priority and Routine), the last two, which have the lower priority, are the ones generally used. Priority messages have a processing time of 3 hours for transmission from time of receipt at the Telecommunications Center. Routine messages are transmitted within 6 hours. Only official message traffic is authorized on DSN.

RECEIVER WILL: Comply with installation directives pertaining to this service.

POC: FRA, TCC, 384-2231

Basis for reimbursement:

Reimbursable; actual cost of user unique requirements

DOIM/59 Signal

POSTAGE SERVICE  
(Mail)

SUPPLIER WILL: Provide postage.

RECEIVER WILL: Comply with applicable regulations and procedures.

POC: FRA, Mail and Distribution Branch, 384-0307  
FWA, 353-6898  
FGA, 873-4447  
FRA, 59th Signal Battalion, 384-1200

Basis for reimbursement:  
Reimbursable; actual cost

DOIM/59th Signal

TELEPHONE SYSTEMS MANAGEMENT

SUPPLIER WILL: Provide telephone systems and lines for:

a. Class A: Telephone lines that permit access to central offices, toll trunks, and Defense Service Network (DSN).

b. Class C: Telephone lines for conducting official government business without access to trunking capability.

Provide telephone lines for incoming calls and lines for intraswitch calling.

Ensure service meets operational goals.

Provide, through DoD channels, facility upgrades to satisfy Receiver requirements.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, 59th Signal Battalion, Telephone Maintenance, 384-0173  
FRA, 59th Signal Battalion, HRO 384-1200

Basis for reimbursement:

Non-reimbursable; routine

Reimbursable; long distance charges and applicable incremental costs (to include operator services, directory assistance, dialing assistance, etc)



Directorate of Public Works

COMMON USE FACILITY CONSTRUCTION, OPERATIONS,  
MAINTENANCE, AND REPAIR

**SUPPLIER WILL:** Provide operation, maintenance, repair, minor construction and alteration of common use infrastructure, i.e. roads, grounds, surfaced areas, miscellaneous structures, real property, installed equipment, common benefit signs, energy consumption, street cleaning and beautification projects.

Remove snow/ice on common use areas (such as roads) IAW with the installation snow and ice removal plan. **NOTE:** Exclusive-use parking lots and fenced compounds are the responsibility of the tenant occupying the building.

Provide snow/ice removal and grass mowing within available resources. Remove snow/ice and mow grass in all common-use areas beginning approximately 51 feet away from each building to include shared parking lots, streets, roads, etc. **NOTE:** Tenants are responsible for snow/ice removal and mowing from the side of the building out 50 feet to where the standard support level begins, and for all sidewalks regardless of length.

**RECEIVER WILL:** Submit DA 4283 (Facilities Engineering Work Request) to DPW, Customer Services Branch as services are required. Call DPW for maintenance and repair services.

Remove snow and ice in Receiver-use areas, i.e. sidewalks, stairs, and porches, parking lots and fenced compounds. Request services from DPW as required. **NOTE:** Ice melting compound is sometimes available at the Self-Help Store. Call the installation Self-Help Store for details. Housing occupants receive Self-Help services by presentation of a Self-Help card. Building occupants (including Receivers) must submit a delegation of authority form (DA Form 1687) to receive Self-Help services. Receivers are required to attend mandatory training from the Self-Help Store before they can draw materials.

**POC:** FWA, Operations, 353-7192/6296  
FWA, Self-Help, 353-6199

**NOTE TO SUPPLIER AND RECEIVER:**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524).

**Basis for reimbursement:**

Non-reimbursable

Directorate of Public Works

CUSTODIAL SERVICES

**SUPPLIER WILL:** Provide contract custodial and cleaning services IAW the Current Custodial Contract. Provide custodial support for offices, common use areas, shops, and storage areas on a fully reimbursable basis as requested by Receiver.

Provide base level custodial service one time per week for latrine areas open to the general public only. Base level of support includes: Scouring and disinfecting urinals and toilets inside and out; sweeping and mopping latrine floors; cleaning and polishing mirrors; refilling all paper hand towel and toilet paper dispensers; refilling the soap dispenser; emptying bathroom trash to the outside dumpster; cleaning, wiping all sinks and counter tops.

Provide reimbursable, above base level of support each week that includes: Emptying all trash receptacles in the office to the outside dumpster, and maintaining all floors IAW the Custodial Contract Specifications.

Provide reimbursable, above base level of support periodically (one time per year or annually) that includes: Stripping and waxing tiled floors, i.e., floor maintenance cleaning in office spaces, hallways, and bathrooms, carpet cleaning, high dusting and light fixture cleaning.

**RECEIVER WILL:** Submit for approval a written request for custodial services (to include periodic custodial services) to: DPW, ATTN: Contract Management Branch, Building 724, FRA. Submit an Engineer Work Request (DA Form 4283) to DPW Customer Services Branch, FWA; or to Customer Services Branch, FGA for custodial services. Reimburse for services provided.

Furnish all replacement supplies of toilet paper, hand towels and hand soap for contractor refilling.

Notify the DPW custodial contracting officer's representative (COR) when a building will be closed for an extended period of time.

Appoint a custodial coordinator. Provide DPW a memorandum identifying the custodial coordinator. **NOTE:** Custodial coordinator shall report deficiencies in janitorial performance to the inspector by 0830 each workday for corrective action.

**Note TO SUPPLIER AND RECEIVER**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524).

**POC:** FRA, DPW, Contract Management, 384-3054  
FWA, ADPW, Engineering Division, 353-6243

**Basis for reimbursement:**

Reimbursable; sq. footage of assigned building(s) or space

Directorate of Public Works

ENTOMOLOGY SERVICES

**SUPPLIER WILL:** Provide abatement and control measures directed against insects, rodents, weeds, fungi, reptiles, animals or plants that are determined by the Supplier to be undesirables. These undesirables may be found at any time; however, the volume of undesirable animal and plant life is often determined by the seasons and available food sources. (Abatement and control measures include: routine treatment of grounds, buildings, equipment, supplies and other common carriers as necessary.)

Perform scheduled entomology services in dining facilities, vacant quarters, dependent schools, etc.

Perform services as requested on service orders within time frames stated in the Facility Maintenance and Minor Repair category of this ISA.

Perform services on Standing Operation Orders for common areas at Forts Richardson and Greely and by service order at Fort Wainwright.

**RECEIVER WILL:** Call the DPW, Customer Services Department/Division for service as required; or submit work requests to DPW citing the last three digits of the agreement number (405).

Notify pregnant and allergic employees located in/near the affected spraying area prior to pest treatment.

Obtain prior written approval from DPW before purchasing, stocking, or applying any chemicals/products covered by this section.

Reimburse for all above base level and mission-unique support.

Comply with DPW regulations and directives to include Standing Operating Procedures (SOP), Letter of Instruction (LOI), etc., which may be obtained from the DPW Entomology Office.

**POC:** FWA, ADPW, Operations, 353-6296  
FWA, ADPW, Customer Services Branch, 353-7069

**NOTE TO SUPPLIER AND RECEIVER:**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524).

**Basis for reimbursement:**

Reimbursable, above base level support

Directorate of Public Works

ENVIRONMENTAL CLEANUP

**SUPPLIER WILL:** Clean up spills or contamination caused by Receiver, if the Receiver requests assistance or fails to respond in an appropriate and timely manner. NOTE: Costs will be reimbursed based on actual work hours, equipment usage, transportation, chemical costs, contract costs and disposal.

Provide collection of used oil, recyclable fuels, and hazardous waste, respond to spills and releases, non-routine clean-up, chemical analysis of unknowns, provide guidance on solid waste disposal, and interface with regulatory agencies.

**RECEIVER WILL:** Comply with all USARAK, DA and applicable state and federal regulations and requirements relating to environmental and natural resource management, including, but not limited to regulations and requirements associated with the handling and storage, utilization, and disposal of hazardous materials, substances, or wastes. All spills of reportable quantities of hazardous materials, substances, or wastes shall be immediately reported to the Alaska Department of Environmental Conservation (ADEC) through the Environmental Resources Department, US Army Alaska and the Post Fire and Emergency Services at Forts Richardson, Wainwright and Greely.

Be responsible and indemnify the Supplier and hold Supplier harmless for environmental conditions sustained in connection with the activities undertaken pursuant to this agreement. Among other things, this provision provides for Receiver to reimburse Supplier for any and all damages, including natural resources damages, sustained in connection with the activities undertaken to this agreement.

Perform cleanup and disposal of spills caused by Receiver's operations using environmentally and legally acceptable methods.

Bear financial responsibility for clean up, disposal and restoration in the event an incident caused by the Receiver results in a reportable spill.

Reimburse costs associated with work the Supplier performs to clean up any spill caused by the Receiver, when services are requested by the Receiver.

Case storage of hazardous waste in building 5007, Y & Z in excess of ninety (90) days after 30 October 2001

Provide, upon request from Supplier, information pertaining to environmental aspects of Receiver's operations conducted pursuant to this Agreement. Note: Such information may include, but is not limited to, information regarding air, stormwater, wastewater, and other emissions associated with Receiver's operations. Provide written notice to the Supplier a minimum of thirty (30) days prior to any planned change in Receiver's operation, which may affect air, stormwater, wastewater, and other emissions. NOTE: The Supplier shall reserve the right to approve or disapprove such planned changes, where such changes could affect USARAK's or DA's obligations under a permit or by law or regulation.

**POC:** FWA, Environmental Dept, 353-6249/9949  
FWA, Fire and Emergency Services, 353-6485  
FWA, Customer Services Branch, 353-7870 (Submit 4283's here)

Directorate of Public Works

ENVIRONMENTAL CLEANUP  
(Continued)

\*NOTE: SEE SPECIAL ENVIRONMENTAL INSTITUTIONAL CONTROL (ATTACHMENT VII) TO THIS ISA.

NOTE TO SUPPLIER AND RECEIVER:

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524).

Basis for reimbursement:

Reimbursable, actual cost per incident

Directorate of Public Works

ENVIRONMENTAL COMPLIANCE

**SUPPLIER WILL:** Administer programs for the control of water (wastewater, stormwater and drinking water), noise, hazardous waste (HW), hazardous material (HM), and other forms of pollution prevention including resource recovery programs. Provide identification, advice and assistance for the proper disposal of all hazardous waste. Conduct quarterly Environmental Compliance Audit of the Receiver as required. Provide services and assistance in measuring air and water quality, noise level, hazardous material/hazardous waste contamination and other forms of pollution.

Provide environmental training IAW AR 200-1, USARAK 200-1-4 and USARAK Pam 2001. Publish training schedules quarterly/annually.

Provide assistance to Receiver for compliance with the National Environmental Policy Act (NEPA) and AR 200-2, as requested. (Costs are to be based upon current shop effective rates.)

Include the Receiver in the installation's HW disposal program. Provide advice and guidance on the proper storage, handling, transportation and disposal of HW upon request.

Assist Receiver's personnel to ensure that HW designated for turn-in conforms with criteria set forth in applicable regulations.

Provide training classes at the Joint Regional Environmental Training Center (JRETC) for Environmental Quality officers, on-site training sessions for large groups, provide advice on training requirements for compliance, provide advice on training for sound environmental management, maintain compliance required training record, provide scheduled information exchange sessions for the Environmental Quality Officers and Management and perform periodic visits to activities to evaluate the quality of the activities management program.

Obtain and maintain permits and certificates, interface with regulatory agencies, provide advice, guidance, and review of environmental-related documents. Bill Receiver annually for their portion (based on the Air Emission Inventory Formula) of all applicable installation fees/documentation associated with the permits, certification and emission amount of emission control/release under the Clean Air Act.

Provide archeological, wetlands, historical, and endangered species investigations and guidance, sustain forests and lands, and interface with regulatory agencies.

**RECEIVER WILL:** Submit training requests with fund cites and reimburse tuition costs for elected training.

Reimburse all costs associated with the disposal of Receiver-generated hazardous waste and hazardous materials.

Appoint, in writing, and train an environmental compliance officer who will ensure operational compliance and coordinate environmental issues with the installation staff. Provide a copy of the appointment to FWA PW Environmental Resources Department.

Case storage of hazardous waste in building 5007, Y & Z in excess of ninety (90) days after 30 October 2001

Comply with applicable USARAK, EPA, OSHA, State, DOT, DOD, and other appropriate regulations concerning HW and HM. Request assistance from Environmental Resources Department, as required.

Directorate of Public Works

ENVIRONMENTAL COMPLIANCE

(Continued)

**RECEIVER WILL:** Allow Supplier its right to construct, use, and maintain across, over, and/or under the facilities hereby granted, electric transmission lines, telephone, water, gas, oil, sewer lines, and other facilities, in such a manner as may be necessary. (This includes, but is not limited to, the right to allow access to federal, state, or local agency representatives and USARAK or Department of Army personnel.) **NOTE:** These agreements include Federal Facility, Environmental Restoration, and underground storage tank compliance agreements, which are incorporated by reference herein.

Reimburse Supplier for the Receiver's portion of (all applicable installation fees/documentation) associated with the permitting, certifying and emission amount of emission control/release under the Clean Air Act.

**NOTE:** Receiver may request services of DPW for compliance with NEPA and AR 200-2 at applicable rates. (There will be no cost for DPW review of NEPA documents as required by them as interested parties.)

**POC:** FWA, ADPW, Environmental Dept, 353-6249/9949  
FWA, ADPW, Fire and Emergency Services, 353-6548

**\*NOTE:** SEE SPECIAL ENVIRONMENTAL INSTITUTIONAL CONTROL (ATTACHMENT VII) TO THIS ISA.

**NOTE TO SUPPLIER AND RECEIVER:**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524).

**Basis for reimbursement:**

Reimbursable, actual cost of clean up, and training tuition costs

Directorate of Public Works

FACILITY CONSTRUCTION AND MAJOR REPAIR

**SUPPLIER WILL:** Review all requests/requirements necessary to modify existing facilities. Approve/disapprove said requests/requirements prior to initiating work. Provide Receiver-requested minor construction on a Supplier-approved basis, as available.

Provide facility master planning, engineering designs, drafting and reproduction services. Provide site survey report and inspection. Provide job planning and estimating required for the construction (military and minor), fabrication and repair of real property facilities and associated equipment at Receiver request. **NOTE 1:** Functions identified as workable by local personnel are scheduled by the office responsible to complete the action. Those functions identified as not workable by local personnel will be contracted. **NOTE 2:** Systems furniture components used will be compatible to components used within the building. Reconfiguration, relocation, movement of furniture or power hookups and other modifications may be accomplished by qualified personnel only. Qualified personnel may include Receiver contract workers upon prior written approval from DPW.

Provide lock-changing services on interior locks within regulatory guidelines.

Provide supervisory and administrative (S&A) inspection of renovation projects.

Ensure that all construction and development projects are in compliance with the installation Master Plan. Complete DD Form 1391 to provide budgetary and scoping documentation and justification for all new construction projects costing \$300,000 or more. Provide project management support during design and construction of major projects. Maintain real property records for the installation.

Provide required space for office administration or operational purposes within the available assets.

Perform minor construction projects within installation funding limits, as well as AR 415-35.

Accept requests from Receivers (service orders or work orders), perform design/estimating, inspect contracts and/or perform requested work by in-house resources as funding allows.

**RECEIVER WILL:** Retain buildings in present condition without change unless prior written authorization is obtained from DPW (DA Form 4283) authorizing any changes. Notify Master Planning/Real Property of any requirements to modify/add to existing facilities. Program, budget and fund minor construction projects that are mission related.

Provide Supplier with a summary of space requirements.

Submit Engineer Work Requests (DA Form 4283) IAW USARAK 420-2 to DPW Customer Services Branch citing the last three digits of the ISA (405). Develop project justification. Assist Supplier in the preparation of DD Form 1391. Submit document through command channels.



Directorate of Public Works

FACILITY CONSTRUCTION AND MAJOR REPAIR

(Continued)

**RECEIVER WILL:** Assign a primary and alternate building custodian. Provide the name and phone number of the selected building custodian(s) to DPW, Real Property.

Provide reimbursement for those construction and alteration projects that are made solely for the mission of the Receiver at the request of the Receiver. Submit Receiver program data involving recurring new work and O & M projects that will be solely utilized by the Receiver.

(Prior to submission, all Receiver projects will be coordinated through Public Works for inclusion in the Installation Master Plan, citing approval by the Installation Commander, and for technical edit and review. Receiver will be the approval authority for Receiver projects.)

Reimburse for S & A inspection of renovation projects.

Comply with Supplier's regulations and directives.

**POC:** FWA, ADPW, engineering Division, 353-6243/6353/6408  
FWA, ADPW, Customer Services Branch, 353-6225/7870/7069

**NOTE TO SUPPLIER AND RECEIVER:**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524).

**Basis for reimbursement:**

Reimbursable, actual cost of project

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR

**SUPPLIER WILL:** Provide maintenance and repair of real property to include buildings, installed equipment, miscellaneous structures, roads and grounds, railroads, and surfaced areas. (Also included are landscaping of common areas exceeding 50 feet from buildings, fence repair, and weed control through the use of herbicides.) Perform all work based on specific work requests (work orders/service orders) and the receipt of adequate funding documents prior to beginning the work. Assign a work order prefix (DRO) for the Receiver. Perform work within DPW capabilities.

Operate and maintain the water treatment system and perform maintenance/repair on all septic tanks and water well for DRMO's assigned building on a reimbursable basis.

Operate the Self-Help Program. Provide available materials to authorized Receivers on a non-reimbursable basis. **NOTE:** Call Customer Services Branch to request information prior to calling Self-Help.

Perform periodic routine/cyclical preventive maintenance on all Army-owned real property, within fiscal limitations, to include scheduled preventive maintenance IAW AR 420-10, dated 15 April 1997, Chapter 3 and AR 420-70, dated 10 October 1997, Chapter 5.

Provide snow, ice removal and mowing at the standard level of support on a non-reimbursable basis. Provide reimbursable snow, ice removal and mowing services at above standard level of support as requested by Receiver.

Provide snow and ice removal within available resources. Remove snow and ice from shared parking lots, streets, roads, etc. **NOTE:** Building custodians are responsible for the removal of snow and ice from window ledges, exterior fire ladders, porches, and all doorways and walkways regardless of length. Personnel will not go on the roof of any building without the approval of Public Works. Mow common use areas to within 50 feet of buildings. Mowing and landscape maintenance within 50 feet of each building is the Receiver's responsibility.

Perform work requested by the Receiver within funding limits as required. Work shall consist of both Service Orders, called into DPW Trouble Call, and Projects, submitted to DPW on an Engineer Work Request (DA Form 4283). Service Order work is repair work that requires less than 24 hours labor or less than \$2,500.00 total cost. Project work is any work above the limitations of a Service Order.

Service Orders will be prioritized by response times as follows IAW Attachment 1 to DPW-ERM-03-96:

PRIORITY 1 - or Emergency Request. Response Time = 30 minutes to 1 hour during the normal work day and 1 hour to 2 hours after hours.

PRIORITY 2 - or Urgent Request. Response Time = 4 hours to 3 work days.

PRIORITY 3 - or Routine Request. Response Time = 7 days.

PRIORITY 4 - or As Time Allows Request. Response Time = 30 days.

PRIORITY 5 - or Waiting for Materials Request. Response Time = 60 days.

PRIORITY 9 - or Branch Chief Referred Request. Response Time = 180 days.

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR

(Continued)

4) Work Orders will be prioritized by response times as follows IAW Attachment 1 to DPW-ERM-03-96:

PRIORITY 1 - MUST DO NOW

(FWA - Emergency for Life or Property)

PRIORITY 2 - MUST DO IN THE NEAR FUTURE

(FWA - Command Interest Projects)

PRIORITY 3 - SHOULD DO - HIGH PRIORITY

(FWA - Urgent by reason of need)

PRIORITY 4 - SHOULD DO - LOW PRIORITY

(FWA - Routine)

PRIORITY 5 - BACKLOG MAINTENANCE & REPAIR (BMAR) CANDIDATE DONE  
WITH FUNDING WINDFALL

(FWA - Deferred)

PRIORITY 6 - NON BACKLOG MAINTENANCE & REPAIR (BMAR) CANDIDATE

(FWA - Not Used)

PRIORITY 7 - VERY LOW PRIORITY

(FWA - Not Used)

**RECEIVER WILL:** Identify DPW services required by submitting a DA 4283 (Facilities Engineering Work Request), or a Service Order, to DPW, Customer Services Branch citing last three digits of the ISA agreement number, if DPW services are required. Call DPW Customer Service for emergency work orders. Call DPW, Customer Services Branch to request Service Orders for snow and ice removal. **NOTE:** FWA does not use service orders to identify snow and ice removal requirements, they are done on a priority system as outlined on the approved snow removal plan). Reimburse for all above standard level and mission-unique work/service orders.

Mow all areas approximately 50 feet from your building. Cut grass 1.5 - 2 inches high but do not cut closer than 1.5 inches. Mow approximately once a week during the growing season.

Clear snow and ice from walks, driveways, porches, etc. Contact Self-Help on the installation for guidance on how to obtain snow removal products.

Reimburse Supplier for the operation and maintenance of the water treatment system and maintenance/repair of all septic tanks and water wells for the DRMO's assigned buildings.

Perform repair and utilities (R&U) activities on a self-help basis at the same level of support expected of Supplier activities. Keep facilities in a safe and serviceable condition.

Perform minor maintenance such as replacing door handles and light bulbs, tightening loose bolts or screws in installed equipment, spot painting the interior of buildings for cosmetic repair, etc.

Allow Supplier to perform periodic routine/cyclical preventive maintenance on all Army-owned real property (to include scheduled preventative maintenance) as regulated/required by Supplier.

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR

(Continued)

Accomplish new work on a self-help basis, as required and within capability of Receiver. (Prior approval is required from DPW). Submit work requests on a DA Form 4283, clearly explaining in detail any proposed project. **NOTE:** The Supplier will approve all work orders and order materials for the Receiver. Completed work is subject to inspection by the Supplier.

**POC:** FWA, ADPW, Operations Dept., 353-6296  
FWA, ADPW, Self Help, 353-6199  
FWA, ADPW, Customer Services Branch, 353-7069

**NOTE TO SUPPLIER AND RECEIVER:**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524)

**Basis for reimbursement:**

Reimbursable, actual cost of project

Directorate Public Works

FIRE PROTECTION

**SUPPLIER WILL:** Provide fire protection for buildings assigned to the Receiver.

**NOTE:** The Fire and Emergency Services must meet the requirements of Army Regulation (AR) 420-90, Facility Engineer Fire and Emergency Services and Department of Defense Instruction DODI.6055.6, Fire and Emergency Services Program as they relate to response criteria.

Provide emergency care by qualified Emergency Medical Technicians.

Provide a fire protection program. Provide fire prevention and protection services to include the ability to handle structural and chemical fire fighting.

Provide hazardous material mitigation support.

Conduct fire inspections and safety classes.

Maintain fire extinguishers, alarm systems and fire protection systems for fire protection purposes. Requisition and distribute fire extinguishers installed in real property. Determine reason for extinguisher discharge other than to suppress fires.

Perform fire fighting responsibilities using recommended response times and procedures. Review work orders and projects involving fire and life safety issues. Conduct inspections as required by regulation. Remove hazardous materials using recognized procedures. Provide a monthly inspection at high hazard facilities and quarterly, semi-annual or annual inspections of administrative/shop/warehouse type facilities.

Performs crash and rescue responsibilities using recommended response times and procedures. Aircraft Rescue Fire Fighting (ARFF) will be provided as needed for emergencies. Aircraft Rescue Fire Fighting support for activities occurring off the installation and the cantonment area in support of training exercises of tenant units is an enhanced level of service and will be provided on a reimbursable basis.

Maintain and repair fire fighting equipment and components within available resources.

Provide for the supply of fire fighting equipment as required.

**RECEIVER WILL:** Alert immediately all personnel in the building when first discovering fire. Report any fire-related occurrence to the Fire and Emergency Services by dialing 911. Make every effort to extinguish the fire with available personnel while exercising reasonable and prudent care.

Provide material safety data sheets (MSDS) and a site safety location plan to the Fire and Emergency Services, for all hazardous materials used/stored in assigned facilities. Furnish the exact location of these materials.

Appoint a unit fire marshal and building fire warden. Attend fire prevention lectures when available. Participate in Supplier conducted fire suppression and training programs.

Directorate Public Works

**FIRE PROTECTION**  
(Continued)

Prepare evacuation plans.

Submit work requests for maintenance and inspection of fire alarms, sprinkler systems, and portable fire extinguishers IAW Supplier directives. Reimburse Supplier for 6-year inspection of fire extinguishers, 12-year inspection on air cylinders and cart foam extinguishers.

Deliver fire extinguishers after every use to the Fire and Emergency Services for inspection, test, reseal, and recharge. Reimburse Supplier if fire extinguishers were discharged for other than to suppress fires.

Request assistance regarding fire prevention and emergency services from the Fire Chief.

Comply with applicable DA, DOD, USARAK and Supplier installation fire regulations and directives.

POC: FWA, ADPW, Fire Chief, 353-6485/7470

NOTE TO SUPPLIER AND RECEIVER:

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524)

Basis for reimbursement:

Partially reimbursable

Directorate of Public Works

REFUSE COLLECTION AND DISPOSAL

**SUPPLIER WILL:** Provide refuse collection (trash and municipal solid waste materials), transportation, handling, and disposal services on a regularly scheduled basis, as determined by location, building number, quantity and size of dumpster(s).

Operate equipment utilized for transportation, disposal, or destruction of waste materials.

Furnish dumpsters. (Trash containers are the Receiver's responsibility.)

Empty dumpsters as requested on the schedule by the Receiver.

Notify Receiver should Supplier of service change for any reason.

**NOTE:** Refuse collection does not include handling hazardous waste or handling items other than trash in dumpsters.

**RECEIVER WILL:** Request services as required from DPW. Comply with Supplier's policy concerning dumpsters and pollutants by not dumping or disposing of any hazardous materials or hazardous waste into any dumpster. Ensure that DPW has access to dumpsters. Not leave trash outside of dumpster(s). Call Roads and Grounds Section when dumpsters are full and need to be emptied prior to the next regularly scheduled run.

Request services as required from Supplier.

Police area around dumpsters. Pick up paper, trash, rubble, debris, etc. on a daily basis and put in dumpsters or trash barrels.

Comply with Supplier's regulations and directives.

Reimburse Supplier for services received.

**POC:** FWA, ADPW, Operations, 353-6296

**NOTE TO SUPPLIER AND RECEIVER:**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524)

**Basis for reimbursement:**

Reimbursable; cubic yards of refuse at the prevailing contract rate

Directorate of Public Works

UTILITIES

**SUPPLIER WILL:** Provide procurement, production, and distribution of utility services to include water, sewage, electrical, heating, air conditioning, if applicable, and other utility services for buildings assigned to the Receiver. (See Financial Provisions, for Receiver Utilized Buildings).

a. For metered buildings: Read meters to determine actual utility usage by the Receiver, if reimbursable.

b. For unmetered buildings: Compute actual usage by multiplying the effective utility rate against the gross square footage of the Receiver's assigned building(s), or space, as evidenced on USARAK Form 15 (Real Property records), if reimbursable.

Provide an energy conservation program. Provide assistance and guidance in meeting established goals. Aid in making all buildings energy efficient by adopting and promoting energy-saving products, equipment, and devices that are cost-effective and proven to significantly save energy resources. **NOTE:** Efforts to achieve goals will not impair the health, safety, or productivity of military and civilian personnel.

Operate utility plant and system, sewage and waste collection systems, purchase utilities service, provide effective energy conservation in fixed facilities with established energy conservation programs at FGA only.

**RECEIVER WILL:** Report immediately all utility-related deficiencies or malfunctions to DPW, Customer Services Branch. Request services from DPW as required.

Assign and appoint an energy officer and building energy monitor(s) to assist in meeting energy conservation goals. Forward a memorandum listing officer/monitor names to DPW, Operations Department, ATTN: Utility Engineer. Update the memorandum as changes occur.

Install meters at own expense at Receiver's discretion.

Promote the installation's Energy Awareness Program. Develop an energy efficiency plan through the Installation Energy Manager. **NOTE:** This plan is to assist the command in meeting the mandated 35% energy reduction target by the year 2010 IAW Executive Order 13123.

Exercise a common sense approach to utility consumption.

Comply with Supplier's policies as set forth in the following references: AR 11-27, USARAK Supplement 1 to AR 11-27, EPACT 1992, Executive Order 13123, AR 420-41, DOD 4170.10, DOD 4120.14, DOD 5100.50, DOD 5126.46 (Reference U), Public Law 92-523, Executive Order 12759.

**POC:** FWA, DPW, Utility Engineer, 353-7422

**NOTE TO SUPPLIER AND RECEIVER:**

Provide notification and Obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, admin, latrine space, etc.). Contact any/all of the following POCs with any changes: DPW ISA Coordinator (384-0913), DPW Master Planning (384-3019/3163), or the DPW Real Estate Specialists (384-6679/3524)

**Basis for reimbursement:**

Reimbursable, calculated at the "A" rate (federal), if reimbursable



PROVOST MARSHALL

LAW ENFORCEMENT, PHYSICAL SECURITY  
AND VEHICLE/WEAPON REGISTRATION

**SUPPLIER WILL:** Provide police services to maintain order and to enforce laws or regulations. Control vehicular and pedestrian traffic. Investigate criminal activity IAW regulations or other appropriate directives.

Conduct physical security/crime prevention inspections IAW USARAK Regulation 190-1 (Physical Security). Provide security-related planning and inspections IAW USARAK OPLAN 5645 (Combating Terrorism) for on post Receivers.

Provide a standard level of force protection consistent and with DoD 2000.12, 2000.14, 2000.1g, and 2000.12-H.

Apply Antiterrorism/Force Protection (AT/FP) proactively and reactively to include:

- a. Threat intelligence and information reporting.
- b. Incorporating the receiver into the installation's vulnerability assessment schedule.
- c. Providing the receiver with copies of applicable installation AT/FP plans and directives.
- d. Advise the receiver of changes in THREATCON.

USARAK POC is Donald Snovel at (907) 384-0825.

Fort Wainwright POC is John Jablonski at (907) 353-7564.

Provide privately owned vehicle decals and registration.

Provide weapons registration. NOTE: IAW USARAK Reg 190-1, all active duty personnel performing duty on a USARAK installation will register privately owned weapons maintained in their household. The Military Police Desk (MPD) at each post has the required forms. The procedures are:

- a. Complete USARAK Form 877 (Registration of Personal Firearms) in triplicate. PVT through SSG will have their commander verify information, sign the 877, and indicate the class registration in block 8 of the form. SFC and above may sign the form themselves. They must still receive written permission to store firearms in family quarters, bachelor officer quarters (BOQ) or bachelor enlisted quarters (BEQ) on or off post. Take USARAK Form 877 (not the weapon) to the MPD. The MPD will register the weapon and send the pink copy to the unit commander. The form will be filed in the unit arms room and retained until 1 year after ETS/PCS, or the weapon is sold to another individual. If the weapon is sold to another service member, they must re-register the weapon under their name.

PROVOST MARSHALL

LAW ENFORCEMENT, PHYSICAL SECURITY  
AND VEHICLE/WEAPON REGISTRATION  
(Continued)

b. While at the MPD, USARAK Form 277 (Weapons Registration Record) will be completed and provided to the registrant. This is your proof of registration card, and must be carried whenever registered firearms are carried or transported on the installation.

Note: War trophy firearms must also be registered IAW the procedures listed above.

RECEIVER WILL: secure own equipment IAW AR 190-11 through 190-51 and USARAK Regulation 190-1 (Physical Security Program).

Comply with the supplier force protection (FP) plans, regulations and guidance.

Reimburse supplier for FP above and beyond the standards required in applicable plans and directives.

Provide AT/FP point of contact, phone number and e-mail address.

Designate a Receiver point of contact for matters concerning the preservation of order, physical security and crime prevention.

Apprise Supplier of relevant information concerning serious incident reports.

Comply with Supplier regulations on law and order, physical security and crime prevention related to occupancy of the installation.

POC: FRA, Law Enforcement, 384-0825  
FWA, 353-7886

Basis for reimbursement:

Reimbursable; special upgraded security of assigned USARAK equipment

Civilian Personnel Advisory Center

CIVILIAN PERSONNEL ADVISORY SERVICES  
Personnel Services and Personnel Training

SUPPLIER WILL: Provide civilian personnel advisory services IAW Pacific Regionalizing Operations Manual, 30 September 1996.

Provide reimbursable training to authorized personnel, as requested.

RECEIVER WILL: Comply with AR 690 series, local policies/procedures and all other applicable statutes, rules and regulations.

POC: FRA, CPAC, 384-1361/1353  
FWA, CPAC 353-7201  
FGA, CPAC, 873-4226

Basis for reimbursement:

Reimbursable; tuition costs of training courses

Directorate of Community Activities

COMMUNITY SERVICES

SUPPLIER WILL: Provide prevention programs and services to enhance family readiness. Strengthen the coping abilities of Army families. Provide programs and services, to include crisis intervention, referral and follow-up, financial assistance, food locker, budget counseling/classes, relocation assistance, employment assistance, career planning, skill development workshops, family advocacy, and parenting/marriage enrichment classes. Provide assistance for special needs families, volunteer management and deployment assistance.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Director, 384-1502

Basis for reimbursement:  
Non-reimbursable; routine

Directorate of Community Activities

SUBSTANCE ABUSE PROGRAM

**SUPPLIER WILL:** Make available drug and alcohol abuse counselors to authorized personnel for discussion, guidance, and assistance. Operate substance abuse program IAW AR 600-85 with US Army Alaska and USARPAC supplements. Identify substance abusers. Provide nonresident counseling, and drug education. Preserve the health of employees by providing appropriate counseling.

NOTE 1: This service is available to all active duty and retired military personnel, their family members, and HQDA and DoD civilians, both appropriated and non-appropriated fund.

NOTE 2: The requirement for certification of DoD alcohol and drug abuse counselors shall include sufficient knowledge and skills relating to the core tasks required of rehabilitative personnel followed by an instructional course pertaining to substance abuse. Counseling shall be IAW DoDI 1010.6.

NOTE 3: It is the Department of Defense policy to discipline and/or discharge drug traffickers and those alcohol and drug abusers who cannot or will not be rehabilitated, IAW appropriate laws, regulations, and instructions. USARAK will coordinate disciplinary actions through the Receiver.

**RECEIVER WILL:** Comply with all regulations and Supplier's policies in support of the Alcohol and Drug Abuse Prevention and Control Program and Rehabilitation.

**POC:** FRA, ADAPACP, 384-1417  
FWA, 353-1377

**Basis for reimbursement:**  
Non-reimbursable

Directorate of Contracting

PURCHASING AND CONTRACTING SERVICES

SUPPLIER WILL: Provide contract and contract administration services upon receipt of an acceptable requirements package, i.e. "Purchase Request and Commitment" (PRC), "Performance Work Statement" (PWS), etc.

Ensure that all contracts meet requirements of law, executive orders, regulations, and other applicable procedures, including clearances and approvals.

Review, evaluate, negotiate, award, administer and determine cost/payment of contractual transactions as required.

RECEIVER WILL: Submit funded DA Form 3953 Purchase Request and Commitment (PRC) and required documents (PWS, technical exhibits, etc.) IAW USARAK Regulation 715-1 and changes thereto.

Comply with Supplier's regulations and directives.

POC: FRA, Procurement Analyst, 384-7358

Basis for reimbursement:

Completed workload and administrative costs

Equal Employment Opportunity Office

EQUAL EMPLOYMENT OPPORTUNITY (EEO) SERVICES

SUPPLIER WILL: Provide necessary EEO services, to include counseling, complaint processing, technical assistance, and training to civilian personnel.

Provide notification regarding meetings of EEO Special Emphasis Program Committee sessions and other EEO sponsored meetings.

RECEIVER WILL: Promote and adhere to all EEO policies established by the Supplier.

Comply with AR 690 series, local policies and procedures, and all other applicable statutes, rules, and regulations.

Participate as a voting member of EEO Special Emphasis Program Committee.

POC: FRA, EEO, 384-2080/2109/2034  
FWA, 353-9063

Basis for reimbursement:

Reimbursable; complaint processing IAW regulation

**Safety**

**SAFETY AND OCCUPATIONAL HEALTH**

**SUPPLIER WILL:** Administer a safety program that results in safe facilities, work areas, equipment, and work procedures. **NOTE:** This program consists of inspections, publication of periodicals, creation of audiovisual products, conducting safety meetings and briefings, analysis of accidents, and providing feedback to supervisors and personnel.

Provide an occupational safety program for on post Receiver personnel.  
**NOTE:** This includes determination and application of standards and regulations, identification of hazards, hazard abatement, procedural and personnel actions.

Establish, maintain, and control a safety program IAW the Safety and Occupational Health Policy set forth in Department of Defense Directive 1000.3, Department of Defense Instruction 6055.1, and AR 385-10.

Provide safety and support and oversight as needed in the administration of sales contracts, demil contracts and hazardous waste contracts.

Provide industrial hygiene support and oversight as needed in the administrative of sales contracts, demil contracts and hazardous waste contracts.

**RECEIVER WILL:** Comply with Federal, State, and local safety/health standards such as to provide a workplace free from recognized hazards that may cause death or serious physical harm to employees.

Ensure that employees comply with standards, rules, regulations, and orders applicable to their own actions and conduct. Comply with the Supplier's regulations and directives.

Request assistance in matters requiring contractor safety compliance.

Request industrial hygiene support in matters requiring contractor industrial hygiene compliance.

**POC:** FRA, Safety Office, 384-2329  
FWA, 353-7412  
FGA, 873-1129

**Basis for reimbursement:**

Non-reimbursable; on post inspections

Reimbursable; off post inspections, based on square footage.



Staff Judge Advocate

ADMINISTRATIVE AND CIVIL LAW

SUPPLIER WILL: Provide advice on matters pertaining to property utilization, environmental issues, procurement and contracting, and personnel matters.

Provide services within established legal standards and guidelines which are equal to those provided to the Supplier's own personnel.

RECEIVER WILL: Comply with applicable regulations and directives.

POC: FRA, SJA, 384-0420/0400

Basis for reimbursement:

Non-reimbursable

COST CALCULATIONS

**Category:** Common Use Facility Construction, Operations, maintenance, & Repair  
Account: 132078.0  
Non-Reimbursable  
  
TOTAL ESTIMATED COST: TBD

**Category:** Custodial  
Account: 131079.M4000  
Reimbursable (per net square footage of level of support requested on contract).  
  
TOTAL ESTIMATED COST: \$15,689.00

**Category:** Environmental Cleanup  
Account: 131056.83  
Reimbursable for actual cost of clean up of spills per incident.  
  
TOTAL ESTIMATED COST: TBD

**Category:** Environmental Compliance  
Account: 131056.12 (Training)  
              131056.15 (Hazardous Waste Disposal)  
Reimbursable for actual cost for training \$ \_\_\_\_\_  
Reimbursable for actual cost for hazardous waster disposal \$ \_\_\_\_\_  
  
TOTAL ESTIMATED COST: TBD

**Category:** Facility Construction and Major Repair  
Account: 132076.L  
Reimbursable for actual cost of work request. All mission unique minor construction is also included as reimbursable.  
  
TOTAL COST: TBD

**Category:** Facility Maintenance and Minor Repair  
Account: 132078.K3 (Grounds)               132078.52 (Septic Tanks)  
              131079.M5 (Snow Removal)   132078.51 (Water Wells)  
  
Water Plant Charges (Maintaining Water Wells):  
Manhours = 200 hours per year @ \$39.52                               = \$7,904.00  
Chemicals = 45 Gal (Sodium Hypochloride/Yr. @\$1.17/Gal               = \$ 52.65  
              = 30 PDs/Yr (Potassium Chloride Permanganate) @ \$1.56/PD=\$ 46.80  
Water Test= 12 Coliform Bacteria Tests/Yr (12 X \$675.00)               =\$8,100.00  
              = 2 VOC's (Volatile Organic Compounds) Tests/Yr (2 X \$1,200)               = 2,400.00  
Parts       = Repair & Maintenance parts per year                       = 1,200.00  
  
Utilidors Charges (Maintaining Septic Systems)  
Manhours = 10 hours per year @ \$39.52                                       = 395.20  
  
Reimbursable for actual cost of work requested.                       =\$20,098.65  
  
TOTAL COST: \$20,099.00

COST CALCULATIONS  
(Continued)

Category: Entomology

Account: 131079.M3 (outdoor) 131079.M2 (indoor)  
Reimbursable for actual cost of each work request.

TOTAL ESTIMATED COST: TBD

Category: Refuse Collection and Disposal

Account: 131079.M1

(EXAMPLE: 1 dumpster (equals 8 cubic yards) serviced 1 time each week times \$7.0496 Fort Wainwright rate per cubic yard = \$56.397 (for 1 dumpster serviced per week ) x 52 weeks in a year = \$2,932.64.)

Building t-5003 has "3" (8 cu yd) dumpsters serviced 1 time per week = 24 cubic yards x \$7.0496 (FWA) rate per cubic yard = \$169.19/wk x 52 weeks/yr = \$8,797.88.

Reimbursable based on actual cost per refuse contract.

TOTAL ESTIMATED COST: \$8,798.00

Category: Utilities

Fort Wainwright - Building # T-5003:

ELECT:	FY 99 factor of \$0.8678 per gross square foot (6,400)	= \$ 5,553.92
STEAM:	NONE	= \$ 00,000.00
WATER:	DRMO USES WATER WELLS	= \$ 00,000.00
HEATING:		
OIL:	FY 99 factor of \$0.6255 per gallons used (based on Actual Cost - See details at end of calculation sheet)**	= \$ 00,000.00
SEWAGE:	DRMO USES SEPTIC TANK SYSTEM	= \$ 00,000.00

Reimbursable as calculated.

TOTAL ESTIMATED COST: \$5,554.00

Category: Utilities

Fort Wainwright - Building # T-5007:

ELECT:	FY 99 factor of \$0.8678 per gross square foot (6,472)	= \$ 5,616.40
STEAM:	NONE	= \$ 00,000.00
WATER:	DRMO USES WATER WELLS	= \$ 00,000.00
HEATING:		
OIL:	FY 99 factor of \$0.6255 per gallons used (based on Actual Cost - See details at end of calculation sheet)**	= \$ 00,000.00
SEWAGE:	DRMO USES SEPTIC TANK SYSTEM	= \$ 00,000.00

Reimbursable as calculated.

TOTAL ESTIMATED COST: \$5,616.00

COST CALCULATIONS  
(Continued)

Category: Utilities

Fort Wainwright - Building # T-5008:

ELECT: FY 99 factor of \$0.8678 per gross square foot (14,607) = \$12,675.96  
STEAM: NONE = \$ 00,000.00  
WATER: DRMO USES WATER WELLS = \$ 00,000.00  
HEATING:  
OIL: FY 99 factor of \$0.6255 per gallons used (based on  
Actual Cost - See details at end of calculation sheet)\*\* = \$ 00,000.00  
SEWAGE: DRMO USES SEPTIC TANK SYSTEM = \$ 00,000.00

Reimbursable as calculated.

TOTAL ESTIMATED COST: \$12,676.00

Category: Utilities

Fort Wainwright - Building # T-5009:

ELECT: FY 99 factor of \$0.8678 per gross square foot (1,392) = \$ 1,207.98  
STEAM: NONE = \$ 00,000.00  
WATER: DRMO USES WATER WELLS = \$ 00,000.00  
HEATING:  
OIL: FY 99 factor of \$0.6255 per gallons used (based on  
Actual Cost - See details at end of calculation sheet)\*\* = \$ 00,000.00  
SEWAGE: DRMO USES SEPTIC TANK SYSTEM = \$ 00,000.00

Reimbursable as calculated.

TOTAL ESTIMATED COST: \$1,208.00

Category: Utilities

Fort Wainwright - Building # T-5010:

ELECT: FY 99 factor of \$0.8678 per gross square foot (18,040) = \$ 15,655.11  
STEAM: NONE = \$ 00,000.00  
WATER: DRMO USES WATER WELLS = \$ 00,000.00  
HEATING:  
OIL: FY 99 factor of \$0.6255 per gallons used (based on  
Actual Cost - See details at end of calculation sheet)\*\* = \$ 00,000.00  
SEWAGE: DRMO USES SEPTIC TANK SYSTEM = \$ 00,000.00

Reimbursable as calculated.

TOTAL ESTIMATED COST: \$15,655.00

COST CALCULATIONS  
(Continued)

Category: Utilities

Fort Wainwright - Building # T-5011:

ELECT:	FY 99 factor of \$0.8678 per gross square foot (18,040)	= \$ 607.46
STEAM:	NONE	= \$ 00,000.00
WATER:	DRMO USES WATER WELLS	= \$ 00,000.00
HEATING:		
OIL:	FY 99 factor of \$0.6255 per gallons used (based on	
	Actual Cost - See details at end of calculation sheet)**	= \$ 00,000.00
SEWAGE:	DRMO USES SEPTIC TANK SYSTEM	= \$ 00,000.00

Reimbursable as calculated.

TOTAL ESTIMATED COST: \$607.00

\*\* Heating Oil cost is based on a cost per gallon at delivery. All DRMO costs are provided to Public Works through the Directorate of Logistics at Fair Market Value. Actual Cost for Fuel Oil for 6 month period = \$15,721.14.  
1-Year = \$31,442.00

Electric:	\$ 41,317.00
Refuse:	8,798.00
Heating Oil:	31,442.00
TOTAL ANNUAL "ESTIMATED" Utilities, Refuse & Heating Oil:	\$ 81,557.00

COST CALCULATIONS  
(Continued)

**Category: Fire Protection**

Account: 131079.M1

Recharging fire extinguisher is normally non-reimbursable. However, a charge will be incurred when fire extinguishers have been maliciously discharged. Charges are as follows per piece:

10 lb ABC Dry Chemical Fire Extinguishers:	Recharge	\$10.00
	Air	1.25
	Hydro Test	10.00
	Gauges	3.00

5 lb ABC Dry Chemical Fire Extinguishers:	Recharge	\$ 5.00
	Air	1.25
	Hydro Test	10.00
	Gauges:	3.00

5 lb Purple K Chemical Fire Extinguishers:	Recharge	\$ 5.00
	Air	1.25
	Hydro Test	10.00
	Gauges:	3.00

20 lb ABC Dry Chemical Fire Extinguishers:	Recharge	\$ 5.00
	Air	1.25
	Hydro Test	10.00
	Gauges:	3.00

Note 1: Perform hydro test if extinguisher is over 6/12 years old. b. Replace gauges if broken; c. Six year inspection will require fee payment. d. Twelve Year inspection on air cylinders and cart foam extinguishers will require a fee.

Note 2: All existing fire extinguishers which are 6 years old must be taken to the DPW, discharged, inspected internally and recharged.

Reimbursable based on actual cost of misuse of fire extinguishers.

TOTAL COST: TBD

ENVIRONMENTAL INSTITUTIONAL CONTROL

Fort Wainwright (FWA) and Fort Richardson (FRA) have been identified on the U.S. Environmental Protection Agency's National Priorities List as a Comprehensive Environmental Response, Compensation, Liability Act (CERCLA) or "Superfund Sites" as enacted by Public Law 42 United States Code (USC) 1901 et seq. and defined by Title 40 of the Code of Federal Regulations (CFR), Part 300 et seq. All contiguous and non-contiguous acreage (Approx. 915,000 Acres at FWA and Approx 62,000 Acres at FRA), are included in this designation and are being remediated under the DOD Defense Environmental Restoration Program (DERP). In addition, Fort Greely has been included in the Department of Defense (DOD) Base Realignment and Closure (BRAC) Program and in accordance with DOD policy, is being cleaned-up under the DERP.

In accordance with CERCLA, all known source areas of contamination on these installations have been or are currently under investigation to determine the type and extent of contamination. The acreage addressed in this document contains numerous source areas of known contamination, however, due to the nature and type of training conducted, there is a potential for unidentified contamination to exist within the corridors selected. Historical records indicate that the area now known as the Tanana Flats Training Area was part of an aircraft bombing and gunnery range. This opens the potential for contamination by unexploded ordnance (UXO). Prior to 1986, it was not uncommon for units to leave damaged equipment or empty and partially full drums of petroleum based products, i.e. fuels and lubricants, or chlorinated compounds i.e. solvents, pesticides, and clearing compounds in the training areas. The drums and damaged equipment were seldom retrieved from the field.

For this reason, all work involving the modification of facilities or excavation of any kind shall be coordinated via the USARAK "Work Clearance Permit" a minimum of 5 working days prior to mobilization to the site. Coordination requirements are outlined on the permit.

In addition, if soil or groundwater must be removed from the work site, it shall be containerized in United Nations approved, Performance Oriented Packaging (UN/POP) containers as specified in 49 CFR 178.500, Specifications and Maintenance of Packaging, labeled as non-regulated waste, sampled and analyzed for potential contamination, and moved to an approved storage area. The area shall be approved by the Fort Wainwright Range Control and Public Works Environmental Office prior to usage. **NOTE: Soil and groundwater shall not be removed from any part of the installation without written authorization from a duly appointed USARAK representative.**

If contaminated soils, drums, unexploded ordnance or unusual debris are found on or around the work site, the agency shall stop work immediately and notify the Fort Wainwright Range Control Officer and Public Works Environmental Office. Work at this site will be suspended until the area is cleared by Range Control. For this reason, contractors shall maintain communication with Range Control via two-way radios or portable telecommunication equipment while working in the training area. Purchase or rental of such equipment shall be the responsibility of the contractor conducting the work. The Agency shall coordinate all phases of construction with the Range Control Officer.